

# **Caseload Dispositions**

## **Part 2: Caseload Report**

### **JIS Circuit Courts Quick Reference Guide**

**March 13,2013**

**Prepared by:**  
**Arlena Craven, Tina Beach & Tracy Thompson**  
**Technical Services Representative**  
**Hall of Justice**  
**P.O. Box 30048**  
**Lansing, MI 48909**  
**(888) 339-1JIS (1547) Option #3**  
[ccshelpdesk@courts.mi.gov](mailto:ccshelpdesk@courts.mi.gov)

## How to use this Quick Reference

1. **Locate the caseload category by searching for the case type on the Case Type list.**
2. **Locate the caseload category in the Caseload Dispositions list.**
3. **Select a disposition from the list of valid dispositions.**
4. **Proceed to the appropriate screen and use the prescribed code.**

**NOTE: Be sure to transfer any codes that you have added to your book or system.**

### NOTES:

When an order prepared by the parties is signed by the judge, use **SET** or **UNC** on the Court screen in the Result field, unless it is an order of dismissal which should then be entered as **DIS**.

When a PPO is terminated, use the **OR** (Order Rescinded) Clerk event.

**\*\*As of January 1, 2010, bench warrants were moved from a case level to a party level.**

- The Clerk program will require a party for BWI or BWR events.

Note: If there is an active warrant on an existing case with no party specified, the user will be allowed to return it without specifying a party.

### **Deferral Codes:**

DLS-Delayed Sentence

DPD-7411

DPY-HYTA

DPK-Parental Kidnapping  
Kidnapping

DPS-Spousal Abuse

DPH-Health Care Professional

DPV-Veteran's Treatment

DPT-Drug Court

**\*\*New deferral codes for specialty courts as of April 1, 2013**

### **Dismissal Codes:**

\*REOpen case

DMD-Dismiss 7411

DMY-Dismiss HYTA

DMK-Dismiss Parental

DMS-Dismiss Spousal Abuse

DMH-Dismiss Health Care Prof.

DMV-Dismiss Veteran's Treatment

DMT-Dismiss Drug Court

\*Process for Delayed Sentence: Upon completion of the Delay,

**REOpen** the case and dispose all charges using a **DIS** court result.

Enter **FOJ** in clerk screen to close the case. If new charges are added, enter them directly after **REOpening** the case and dispose all charges accordingly on the court screen and enter clerk event of **FOJ** to close the case.

*For further information regarding caseload, refer to the SCAO Caseload of Michigan Trial Courts Reporting Forms and Instructions.*

CATEGORY	CODE DESCRIPTION	DISP CODE	SCREEN/FIELD	SEC	LINE
PJ	CHANGE OF VENUE	CHV	COURT/RESULT	E	28
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	E	28
	DENIED	DEN	COURT/RESULT	E	* 29 OR 30
	DISMISSED BY COURT	DIS	COURT/RESULT	E	* 29 OR 30
	DISMISSAL ORDER	DMO	CLERK/EVENT	E	* 29 OR 30
	DISMISSED BY PARTY	DSP	COURT/RESULT	E	* 31
	ORDERED	ORD	COURT/RESULT	E	* 26, 27, OR 32
PPO	CHANGE OF VENUE	CHV	COURT/RESULT	H	3
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	H	3
	DENIED	DEN	COURT/RESULT	H	*4 OR 5
	DISMISSED BY COURT	DIS	COURT/RESULT	H	*4 OR 5
	DISMISSAL ORDER	DMO	CLERK/EVENT	H	*4 OR 5
	DISMISSED BY PARTY	DSP	COURT/RESULT	H	6
	ORDERED	ORD	COURT/RESULT	H	* 1, 2 OR 8

\* Will count on proper line depending on if a hearing was held and/or case was reopened.

\*\*When these codes are used, the level of disposition is determined by the EVENT.

## CASE TYPE AND CASELOAD CATEGORY LIST

CASE TYPE	CASELOAD CATEGORY	CASE TYPE	CASELOAD CATEGORY	CASE TYPE	CASELOAD CATEGORY
AA	APL	DC	DOM	NS	CIV
AE	APL	DM	DIV	NZ	CIV
AH	AP2	DO	DIV	PC	CIV
AL	APL	DP	DOM	PD	CIV
AP	APL	DS	DOM	PH	PPO
AR	APL	DZ	DOM	PJ	PPO
AS	AP2	EM	MF1	PP	PPO
AV	APL	FC	FEL	PR	CIV
AW	AP2	FH	FEL	PS	CIV
AX	AX	FJ	FEL	PZ	CIV
CB	CIV	ID	MF2	UD	DOM
CC	CIV	NB	MF2	UE	DOM
CD	CIV	NC	MF1	UF	TRN
CE	CIV	ND	CIV	UI	TRN
CF	CIV	NF	CIV	UM	TRN
CH	CIV	NH	CIV	UN	TRN
CK	CIV	NI	CIV	UT	TRN
CL	CIV	NM	CIV	UW	TRN
CR	CIV	NO	CIV	VP	PPO
CZ	CIV	NP	CIV		

\* Codes to be used in place of obsolete transfer case types not to be counted on caseload are:

TC=DC, TI=UT, TM=DM, TO=DO, TP=DP, TS=DS, TU=UT, TZ=DZ, UC=UF, UO=UF

**Use the 'CaseLoad Omit' field on case header screen. Enter 'Y' to omit the case from reporting on caseload.**

The following active UISFA cases will also use Caseload Omit:

UF, UI, UM, UN, UT & UW.

APL=APPEAL

AP2=APPEAL 2

AX =FELONY EXTRADITION

CIV=CIVILDOM=DOMESTIC

TRN=TRANSFER

DIV=DIVORCE

DOM=DOMESTIC

FEL=FELONY

MF1=MISC FAMILY 1

MF2=MISC FAMILY 2

PPO=PERSONAL PROTECTION ORDER (PJ =PPO AGAINST JUVENILE)

CATE GORY	CODE DESCRIPTION	DISP CODE	SCREEN/FIELD	SEC	LINE
APL	DENIED	DEN	COURT/RESULT	A	2
	DISMISSED BY COURT	DIS	COURT/RESULT	A	2
	DISMISSAL ORDER	DMO	CLERK/EVENT	A	2
	ORDER	ORD	COURT/RESULT	A	1
	REMAND TO DISTRICT COURT	RMD	COURT/RESULT	A	1
	STAY	STY	COURT/RESULT	A	4
	TRANSFER	TRF	COURT/RESULT	A	3
AP2	DENIED	DEN	COURT/RESULT	A	2
	DISMISSED BY COURT	DIS	COURT/RESULT	A	2
	DISMISSAL ORDER	DMO	CLERK/EVENT	A	2
	ORDER	ORD	COURT/RESULT	A	1
	REMAND TO DISTRICT COURT	RMD	COURT/RESULT	A	1
	TRANSFER	TRF	COURT/RESULT	A	3
AX	CHANGE OF VENUE	CHV	COURT/RESULT	B	6
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	B	6
	DISMISSED BY COURT	DIS	COURT/RESULT	B	2
	ORDERED	ORD	COURT/RESULT	B	2
	REMAND ORDER	RDO	CLERK/EVENT	B	6
	REMOVAL ORDER	RVO	CLERK/EVENT	B	6
	TRANSFER	TRF	COURT/RESULT	B	6

CATE GORY	CODE DESCRIPTION	DISP CODE	SCREEN/FIELD	SEC	LINE
FEL	REFERRED FOR COMPETENCY	REF	COURT/RESULT	B	7
	REMAND ORDER	RDO	CLERK/EVENT	B	6
	REMAND TO DISTRICT COURT	RMD	COURT/RESULT	B	6
	REMOVAL ORDER	RVO	CLERK/EVENT	B	6
	STAY	STY	COURT/RESULT	B	7
	BENCH WARRANT	BWI	CLERK/EVENT	B	7
MF1	CHANGE OF VENUE	CHV	COURT/RESULT	H	3
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	H	3
	DISMISSED BY COURT	DIS	COURT/RESULT	H	5
	DISMISSAL ORDER	DMO	CLERK/EVENT	H	5
	DISMISSED BY PARTY	DSP	COURT/RESULT	H	6
	ORDERED	ORD	COURT/RESULT	H	2
MF2	CHANGE OF VENUE	CHV	COURT/RESULT	H	3
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	H	3
	DENIED	DEN	COURT/RESULT	H	*4 OR 5
	DISMISSED BY COURT	DIS	COURT/RESULT	H	*4 OR 5
	DISMISSAL ORDER	DMO	CLERK/EVENT	H	*4 OR 5
	DISMISSED BY PARTY	DSP	COURT/RESULT	H	6
	ORDERED	ORD	COURT/RESULT	H	* 1, 2 OR 8

CATE GORY	CODE DESCRIPTION	DISP CODE	SCREEN/FIELD	SEC	LINE
FEL	CHANGE OF VENUE	CHV	COURT/RESULT	B	6
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	B	6
	DISMISSED BY COURT	DIS	COURT/RESULT	B	5
	DIRECTED VERDICT	DRV	COURT/EVENT	B	2
	FOUND NOT GUILTY	FNG	COURT/RESULT	**	**
	FOUND GUILTY - MENTALLY ILL	GMI	COURT/RESULT	B	2
	FOUND NOT COMPETENT	FNC	COURT/RESULT	B	7
	FOUND NOT GUILTY- INSANITY	NGI	COURT/RESULT	**	**
	FOUND GUILTY	GTU	COURT/RESULT	**	**
	JURY TRIAL HALF DAY	JTH	COURT/EVENT	B	1
	JURY TRIAL WHOLE DAY	JTW	COURT/EVENT	B	1
	NON JURY TRIAL HALF DAY	NJH	COURT/EVENT	B	2
	NON JURY TRIAL WHOLE DAY	NJW	COURT/EVENT	B	2
	NOLO CONTENDRE (NO CONTEST)	NOC	COURT/RESULT	B	3
	NOLLE PROSEQUI (NOT PROSECUTE)	NOP	COURT/RESULT	B	4
	NOT WITHSTANDING THE VERDICT	NWV	COURT/EVENT	B	2
	OPINION	OPI	COURT/EVENT	B	2
	PLEAD GUILTY	PLG	COURT/RESULT	B	3
	PLEAD GUILTY MENTALLY ILL	PMI	COURT/RESULT	B	3

CATE GORY	CODE DESCRIPTION	DISP CODE	SCREEN/FIELD	SEC	LINE
CIV	CHANGE OF VENUE	CHV	COURT/RESULT	C	4
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	C	4
	DEFAULT	DFT	COURT/RESULT	C	3
	DISMISSED BY COURT	DIS	COURT/RESULT	C	6
	DISMISSAL ORDER	DMO	CLERK/EVENT	C	6
	DIRECTED VERDICT	DRV	COURT/EVENT	C	2
	DISMISSED BY PARTY	DSP	COURT/RESULT	C	5
	JUDGMENT FOR DEFENDANT	JTD	COURT/RESULT	**	**
	JUDGMENT FOR PLAINTIFF	JTP	COURT/RESULT	**	**
	JURY TRIAL HALF DAY	JTH	COURT/EVENT	C	1
	JURY TRIAL WHOLE DAY	JTW	COURT/EVENT	C	1
	NO CAUSE FOR ACTION	NCA	COURT/RESULT	C	6
	NON-JURY TRIAL HALF DAY	NJH	COURT/EVENT	C	2
	NON-JURY TRIAL WHOLE DAY	NJW	COURT/EVENT	C	2
	NO PROGRESS ORDER	NPO	CLERK/EVENT	C	6
	NON-SERVICE DISMISSAL	NSD	COURT/RESULT	C	6
	NON-SERVICE ORDER	NSO	CLERK/EVENT	C	6
	NOT WITHSTANDING THE VERDICT	NWV	COURT/EVENT	C	2
	OPINION	OPI	COURT/EVENT	C	2
	OTHER	OTH	COURT/RESULT	C	8
	REMAND ORDER	RDO	CLERK/EVENT	C	4
	REMAND TO PROBATE COURT	RMP	COURT/RESULT	C	4

CATE GORY	CODE DESCRIPTION	DISP CODE	SCREEN/FIELD	SEC	LINE
CIV	REMOVE TO DISTRICT COURT	RMV	COURT/RESULT	C	4
	REMOVAL ORDER	RVO	CLERK/EVENT	C	4
	SETTLED	SET	COURT/RESULT	C	3
	STAY OF PROCEEDINGS	STY	COURT/RESULT	C	7
	SUMMARY DISPOSITION	SMD	COURT/RESULT	C	3
	TRANSFER	TRF	COURT/RESULT	C	4
	UNCONTESTED	UNC	COURT/RESULT	C	3
DIV	CHANGE OF VENUE	CHV	COURT/RESULT	D	3
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	D	3
	DEFAULT	DFT	COURT/RESULT	D	2
	DISMISSED BY COURT	DIS	COURT/RESULT	D	5
	DISMISSAL ORDER	DMO	CLERK/EVENT	D	5
	DISMISSED BY PARTY	DSP	COURT/RESULT	D	4
	DIVORCE GRANTED	DVG	COURT/RESULT	D	2
	JUDGMENT FOR DEFENDANT	JTD	COURT/RESULT	**	**
	JUDGMENT FOR PLAINTIFF	JTP	COURT/RESULT	**	**
	NON JURY TRIAL HALF DAY	NJH	COURT/EVENT	D	1
	NON JURY TRIAL WHOLE DAY	NJW	COURT/EVENT	D	1
	NO PROGRESS ORDER	NPO	CLERK/EVENT	D	5
	NON SERVICE DISMISSAL	NSD	COURT/RESULT	D	5
	NON SERVICE ORDER	NSO	CLERK/EVENT	D	5
	OPINION	OPI	COURT/EVENT	D	1
	REMAND ORDER	RDO	CLERK/EVENT	D	3

CATE GORY	CODE DESCRIPTION	DISP CODE	SCREEN/FIELD	SEC	LINE
DIV	REMOVAL ORDER	RVO	CLERK/EVENT	D	3
	SETTLED	SET	COURT/RESULT	D	2
	STAY OF PROCEEDINGS	STY	COURT/RESULT	D	6
	UNCONTESTED	UNC	COURT/RESULT	D	2
DOM	CHANGE OF VENUE	CHV	COURT/RESULT	D	3
	CHANGE OF VENUE ORDER	CVO	CLERK/EVENT	D	3
	DEFAULT	DFT	COURT/RESULT	D	2
	DISMISSED BY COURT	DIS	COURT/RESULT	D	5
	DISMISSAL ORDER	DMO	CLERK/EVENT	D	5
	DISMISSED BY PARTY	DSP	COURT/RESULT	D	4
	JUDGMENT FOR DEFENDANT	JTD	COURT/RESULT	**	**
	JUDGMENT FOR PLAINTIFF	JTP	COURT/RESULT	**	**
	NO CAUSE FOR ACTION	NCA	COURT/RESULT	D	5
	NON-JURY TRIAL HALF DAY	NJH	COURT/EVENT	D	1
	NON-JURY TRIAL WHOLE DAY	NJW	COURT/EVENT	D	1
	NO PROGRESS ORDER	NPO	CLERK/EVENT	D	5
	NON SERVICE DISMISSAL	NSD	COURT/RESULT	D	5
	NON SERVICE ORDER	NSO	CLERK/EVENT	D	5
	OPINION	OPI	COURT/EVENT	D	1
	REMAND ORDER	RDO	CLERK/EVENT	D	3
	REMOVAL ORDER	RVO	CLERK/EVENT	D	3
	SETTLED	SET	COURT/RESULT	D	2
	STAY OF PROCEEDINGS	STY	COURT/RESULT	D	6
	UNCONTESTED	UNC	COURT/RESULT	D	2
TRN	FINAL ORDER OR JUDGMENT	FOJ	CLERK/EVENT	D	7